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3 PLEASANT GROVE CITY
4 PLANNING COMMISSION MINUTES
5 April 24, 2014
6

7 **PRESENT:** Chair Scott Richards, Commissioners Drew Armstrong, Eric Jensen and Levi
8 Adams were present. Commissioners Julia Whetman, Dallin Nelson, and James Malone were
9 excused. Commissioners John Stevens and Amy Cardon were absent.
10

11 **STAFF:** Community Development Director Ken Young, Planning Intern Marcus Wager, and
12 Planning Tech Barbara Johnson. City Engineer Degen Lewis was excused.
13

14 The meeting started at 7:00 pm.
15

16 Chair Richards welcomed everyone to the meeting.
17

18 **Commission Business:**
19

20 **a. Opening Remarks:** Commissioner Armstrong gave the opening remarks.
21

22 **b. Agenda Approval:**
23

- 24 • **MOTION:** Commissioner Adams moved to approve the written agenda as
25 public record, and noted that Alternate Commissioners Eric Jensen and
26 Drew Armstrong would be voting tonight. Commissioner Jensen seconded
27 the motion. The Commissioners unanimously voted “Aye”. The motion
28 carried.
29

30 **c. Staff Reports:**
31

- 32 • **MOTION:** Commissioner Jensen moved to approve the Staff Reports as
33 part of the public record. Commissioner Armstrong seconded the motion.
34 The Commissioners unanimously voted “Aye”. The motion carried.
35

36 **d. Declaration of conflicts and abstentions from commission members:** There
37 were no conflicts of interest declared.
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40

1 **ITEM 1** Public Hearing to consider site plan approval for doTERRA Phase II located at 1289
2 West Pleasant Grove Boulevard in the Grove Zone. **SAM WHITE'S LANE**
3 **NEIGHBORHOOD** *Continued from April 10, 2014.
4

5 Planning Intern, Marcus Wager, presented the staff report and explained that the applicant is
6 requesting approval of a site plan for Phase II, which will consist of two buildings. The first
7 building will be 56,319 square feet and house a call center and auditorium. The second building
8 will be 133,380 square feet in size and for will call, bottling, and other manufacturing purposes.
9 There will be receiving areas located at approximately 1289 West Pleasant Grove Blvd.
10 Mr. Wager presented an aerial view of the subject property.
11

12 Phil Haderlie with VCBO Architecture, was present representing doTERRA. He identified
13 himself as one of the Project Architects. Mr. Haderlie used the aerial map to provide further
14 explanation of the site plan, as well as information about surrounding properties.
15

16 Mr. Wager stated that the rapid growth and success of doTERRA necessitates the Phase II
17 expansion. He explained that in addition to the call center and auditorium, the southernmost
18 building will be three levels and house offices and break rooms. It was noted that the
19 manufacturing building will be two levels and have offices and conference rooms in addition to
20 the will call portion, bottling plant, and receiving area. The parking and landscaping on the
21 Phase II expansion have been planned to meet the zoning requirements.
22

23 Commissioner Armstrong asked how the delivery trucks will get in and out of the development.
24 Mr. Haderlie used the map to explain the traffic flow and identified a road located on the east
25 side of the building that trucks will use. He pointed out that neither the front of the building nor
26 the south side of the building have truck doors that are visible. He noted that there will be one or
27 two trucks that will come in and out of the property each day. Mr. Haderlie explained that
28 customers will be able to see the manufacturing process and production line in a glass, viewing
29 corridor that will be located near the will call area and retail space. Additional slides of the floor
30 plan were presented.
31

32 Staff recommended approval of the doTERRA Phase II site plan. Mr. Haderlie noted that a
33 Grand Opening Ceremony will take place later this year.
34

35 The public hearing was opened. There were no public comments. The public hearing was
36 closed.
37

38 **MOTION:** Commissioner Jensen moved that the Commission recommend approval to the City
39 Council, the site plan for doTERRA's Phase II, and adoption of the exhibits, conditions and
40 findings contained in the staff report. Commissioner Adams seconded the motion. The
41 Commissioners unanimously voted "Aye". The motion carried.
42

43 Review and approve the Minutes and Report of Actions from March 27, 2014.
44

1 **MOTION:** Commissioner Armstrong moved to approve the Minutes and Report of Actions
2 from the March 27, 2014 meeting. Commissioner Adams seconded the motion. The
3 Commissioners unanimously voted "Aye". The motion carried.
4

5 Chair Richards announced that the Planning Commission has four Work Sessions with the City
6 Council each year, which fall on the 4th Tuesday of the months that have five weeks. He noted
7 that the next joint Work Session will take place in July. Chair Richards encouraged good
8 attendance at those meetings.
9

10 **MOTION:** Commissioner Jensen moved to adjourn. Commissioner Armstrong seconded the
11 motion. The Commissioners unanimously voted "Aye". The motion carried.
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13 The meeting adjourned at 7:20 p.m.
14
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16 _____
17 Planning Commission Chair
18

19 _____
20 Barbara Johnson, Planning Technician
21

22 _____
23 Date Approved
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